

# FOUNDATION TRAINING – CHILD PROTECTION 2018



REGION, DATE

<b>Week 1 – On The Job Training - In Your Agency Office</b>				
<b>DAY ONE</b> 8:30 am - 12pm	<b>DAY TWO</b> 8:30 am – 12 pm	<b>DAY THREE</b> 8:30 am – 12 pm	<b>DAY FOUR</b> 8:30 am – 12 pm	<b>DAY FIVE</b> 8:30 am – 12 pm
<b>Meet Supervisor</b> <b>Review Agency-Supervisor-Employee Guide</b> <b>10:00 am</b> Teleconference with Trainer, Supervisors, Trainees – Q & A  <b>Webinar:</b> Overview of CP Foundations	<b>Self-directed: Read-Procedures 300</b> <b>Review 300.20, .30, .40</b> Read ANCRA (Pg. 1-16) <b>Online Training:</b> Complete <b>Employee Workplace Safety</b> (VTC on demand)	<b>Self-directed: Read -Procedures 300 .50 and .70</b>  <b>-Appendix B Pages 1-13.</b>  <b>-Review allegations #10, 11, 60, 76, and 79</b>	<b>Shadowing:</b> <b>Accompany an experienced worker in the field</b> <b>Alternative Activities:</b> <ul style="list-style-type: none"> <li>Read completed investigations selected by your supervisor</li> <li>Practice navigating the DNET (Locating P 300 Appendix B and G)</li> </ul>	<b>9:00 am Teleconference call:</b> <b>-Debrief and Discuss:</b> Shadowing Activities <b>Q &amp; A</b>  <b>10:00 am Webinar:</b> Intro to Investigative planning (Referencing: 300.20, .30, .40, .70)
<b>1:00 – 5:00 p.m.</b>	<b>1:00 – 5:00 p.m.</b>	<b>1:00 – 5:00 p.m.</b>	<b>1:00 – 5:00 p.m.</b>	<b>1:00 – 5:00 p.m.</b>
<b>VTC Tutorial</b>  <b>Webinar:</b> Overview of Child Welfare in IL  <b>Webinar:</b> ANCRA, Intake, 300(300.30)  <b>On Demand:</b> Title IV Random Moments	<b>Webinar:</b> 6 Steps to Critical Thinking & Multiple Hypothesis  <b>Early Childhood –</b> online training  <b>Child and Family Team Meetings –</b> on demand	<b>1:30pm Call in Debrief the a.m. Self- Directed activity</b> <b>Intro to SACWIS Navigation –CANTS 1</b>  <b>Webinar:</b> Content of the Child Abuse/Neglect report.  <b>Intro to Hughes/Miranda Case</b>	<b>Family Findings - VTC</b> <b>My Events</b> <b>Reasonable and Prudent Parenting -</b> on demand  <b>NEO –</b> on demand	<b>Self-Care Activity:</b> Intro to Vicarious Trauma  <b>Independent work:</b> Create investigative case plan using Hughes/Miranda case  <b>Confidentiality –</b> on demand

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<b>Week 2 – Classroom</b>				
<b>DAY ONE</b> 8:30 am – 12 pm	<b>DAY TWO</b> 9 am – 12 pm	<b>DAY THREE</b> 9 am – 12 pm	<b>DAY FOUR</b> 9 am – 12 pm	<b>DAY FIVE</b> 9 am – 12 pm
<b>9:00 A. M. CWEL exam</b> – (when applicable)  <b>10:30 A.M. Welcome &amp; Introductions!</b> -Debrief Case Plan -Residential Simulation Lab video	<b>Investigative Case Process Complete</b> Review of 300.50 as a class  <b>Webinar:</b> Dynamics of Working Across Cultural Lines  <b>Webinar:</b> The Impact of Attitudes, Beliefs and Assumptions	<b>Preparing for the Interview: Collaterals</b>  <b>Procedure to Practice</b> Collateral Interviews Interviewing the Reporter <b>Effective Documentation</b>  <b>SACWIS Activity</b> (Documentation of Interview with Reporter)	<b>Guidelines for Observing Children – Child Collateral</b> (300.50) Child Development  <b>Comprehensive approach to the Child Interview</b>  <b>Guidelines for Interviewing Children</b> (300.50)	<b>NEO Handbook</b>  <b>Union Presentation</b>  <b>African American Advisory Council</b>
<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 3 pm</b>
<b>Client Engagement/ Working Through Resistance</b>  <b>Parents' Rights and Responsibilities</b> (300.50, .60) CANTS 8, CFS 1050-54)	<b>Life of the Case Assessment: Underlying Conditions</b> Required Screening Tools DV, Home Safety Checklist, AODA  <b>SACWIS Activity</b>	<b>ACEs video</b> (Dr. Nadine Burke)  <b>Childhood Trauma (101 and 201)</b>	<b>Non-offending Caregiver, Alleged Perpetrator &amp; Required Collaterals</b> (300.50)  <b>Paramour Policy</b> (302.250)	<b>Mobility Training</b>  (when applicable/laptops available)

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REGION, DATE

Week 3 – Classroom				
DAY ONE 10 am – 5 pm	DAY TWO 9 am – 12 pm	DAY THREE 9 am – 12 pm	DAY FOUR 9 am – 12 pm	DAY FIVE 9 am – 12 pm
<b>Fictive Kin</b>  <b>Assessing for Safety &amp; Risk</b> (Appendix G, 300.50)	<b>LEADS (SACWIS):</b> Use of CANTS and LEADS in Safety Planning.  <b>Safety Planning</b>  <b>Safety plan exercise</b> (Handwritten on 1441 A pp. 1-5)	<b>Protective Custody</b> (300.120)  <b>Placement (Removed)</b> (300.120)  <b>Older Caregiver &amp; Kin Gap</b> Big Mama Video	<b>Preparing for the interview: Family Identified Contacts</b>  <b>Procedure to Practice</b> Interviewing exercises  <b>Debrief</b>	<b>9:00 am CERAP EXAM Springfield</b>  <b>OIG Case Presentation and Debrief</b>
1 pm – 5 pm	1 pm – 5 pm	1 pm – 5 pm	1 pm – 5 pm	1 pm – 3 pm
<b>Assessing for Safety &amp; Risk cont.</b>  <b>CERAP &amp; Risk Assessment in SACWIS</b>	<b>Safety plan exercise (Continued)</b>  <b>Additional information:</b> <b>Assessing for Risk</b> (300.130)  <b>SACWIS ACTIVITY</b> (Entering the Safety Plan in SACWIS)	<b>Case Opening Protocol</b> (300.130) Case Hand Off and Transitional visit.  <b>Review Consent Decrees:</b> Norman (300.120) Burgos (300.50) Dupuy (300.110)	<b>Preparation for the CERAP</b> Exam/New hires.  <b>OIG case activity for participants that CERAP Certified.</b>	<b>Review: Allegations in Appendix B and Investigative Process – Procedures 300</b>  <b>SACWIS</b>

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<b>Week 4 – Classroom</b>				
<b>DAY ONE 10 am- 12 pm</b>	<b>DAY TWO 9 am – 12 pm</b>	<b>DAY THREE 9 am – 12 pm</b>	<b>DAY FOUR 9 am – 12 pm</b>	<b>DAY FIVE 9 am – 12 pm</b>
<b>Dialoguing with Doctors</b>  <b>Physical Indicators</b> (Appendix B) ERT (Review)	<b>Abusive Head Trauma</b> (Appendix B)  <b>Multiple Caregivers</b> Elijah's Story video	<b>Failure to Thrive</b> (300.100)  <b>Special Considerations for Children Age 6 Years and Younger</b> (300.90)  <b>Neglect</b> (Appendix B) and Review Home Safety Checklist	<b>Sexual Abuse</b> (300.50)  <b>Multidisciplinary Teams &amp; Child Advocacy Centers Sexual Abuse</b> (300.50)	<b>Life of a Case: Role of the Supervisor</b> (300.70)  <b>Out of Home Investigations</b> (300.110)  <b>Procedures to Practice Collateral Interviews</b>
<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 3 pm</b>
<b>Bruises</b>  <b>Burns</b>  <b>Body Chart Practice</b> (CANTS 2A and 2B)	<b>Fractures</b>  <b>Scene Investigation 300.60</b> Forensic Photography Roll over video	<b>Procedure to Practice - Interview with Professional Collateral. (Case Specific)</b>  <b>SACWIS Documentation</b>	<b>Failure to Protect: Willingness and Capacity to Protect</b> (300.50)  <b>Understanding the Dynamics of Non-offending Caretaker</b>	<b>Reaching a Final Finding</b> (300.50)  <b>Practice Writing Final Findings Activity</b>  <b>SACWIS Exercise</b>

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<b>Week 5 - On the Job Training</b>				
<b>DAY ONE</b> 8:30 – 5 p.m.	<b>DAY TWO</b> 8:30 – 5 p.m.	<b>DAY THREE</b> 8:30 – 5 p.m.	<b>DAY FOUR</b> 8:30 – 5 p.m.	<b>DAY FIVE</b> 8:30 – 5 p.m.
<b>Shadowing:</b> <b>Accompany an experienced worker in the field</b>  <b>Alternative Activities:</b> Read completed investigations selected by your supervisor Practice navigating the DNET (Locating P 300 Appendix B and G)	<b>Bridging the Language Barrier</b> (Death & Hard of Hearing) on demand  <b>11:00 a.m. Developmental Disabilities</b> Training (1.50) Online with Trainer	<b>Shadow Worker Menu:</b> <ul style="list-style-type: none"> <li>• Home visit, school visit, etc.</li> <li>• Observe or complete:                             <ul style="list-style-type: none"> <li>- CANTS/LEADS</li> <li>- Diligent Search</li> </ul> </li> <li>• Victim Sensitive Interview</li> <li>• Initiation</li> <li>• Initial CERAP</li> <li>• Protective Custody</li> <li>• Shelter Care</li> </ul>	<b>8:30-10:30 Burgos (2.0)</b> on-line training Child Death Protocol (1.0) (300.110) <b>Missing, runaway and abducted children</b> – online training (1.5)	<b>Office of DCFS Guardian – on demand</b>  <b>DCFS Advocacy Office Tutorial</b> – on demand  <b>Sexual Harassment Training</b> online (VTC on demand) (1.50)  <b>Shadowing</b> <ul style="list-style-type: none"> <li>• Hand Off Staffing</li> <li>• Transitional Visit</li> <li>• Closing CERAP</li> </ul>
<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>	<b>1 pm – 5 pm</b>
<b>Continue Shadowing Activities</b>	ALJ – webinar Register for <b>Medical Aspects of Child Abuse</b> – doctor facilitated course offered in your region.	<b>Norman (2.0) Training</b> online  <b>Random Moments</b> – on demand (0.50)	<b>DuPuy (3)</b> online training  <b>KinGap – on demand</b>	<b>Domestic Violence Training</b> online with trainer

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<b>Week 6 – SIMS- Springfield</b>					
	<b>DAY ONE</b> 8:30 am – 5:00 pm	<b>DAY TWO</b> 9 am – 5:00 pm	<b>DAY THREE</b> 9 am – 5:00 pm	<b>DAY FOUR</b> 9 am – 5:00 pm	<b>DAY FIVE</b> 9 am – 3:00 pm
AM	<b>9:00 am CPIS Specialty Exam</b>  <b>Travel to UIS Campus</b>  Debrief Case Material Preparation for Simulations	Residential Sim Lab: Client Engagement	Residential Sim Lab: Scene Investigation  <b>Mock Supervision re:</b> staffing the Scene Investigation	<b>Court Room Testimony Training</b> Preparation for Shelter Care Simulation	<b>Court Room Testimony</b>

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PM	<b>Debrief case material</b>  <b>Procedure to Practice-Classroom</b>	<b>Client Engagement (continued)</b>  <b>Debriefing/Reflective Process</b>	<b>Morning Activities Continued.</b>	<b>Procedure to Practice Review:</b> – Failure to protect; --Special Considerations for children 6-under -Taking Protective Custody	<b>Final Debrief Travel</b>
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**\*\*\*PLEASE NOTE: DUE TO LARGE CLASS SIZES, SIMULATIONS WILL TAKE PLACE WEEK**

## Weeks 7- On Going Training

Participate in **Medical Aspects Training** in your region.  
 Training Opportunities as developed by the Supervisor, Trainee and Trainer  
 Participate in Mandatory Training

**\*\*\*PLEASE NOTE: DUE TO LARGE CLASS SIZES, SIMULATIONS WILL TAKE PLACE WEEK**